

Planning Board
Zoning Board of Appeals
Conservation Commission
Board of Health

Town Planner
Inspector of Buildings
Health Agent
Wetland/Soil Specialist

TOWN OF SPENCER

Office of Development & Inspectional Services



Memorial Town Hall
157 Main Street
Spencer, MA 01562

Fee Schedule Effective August 20, 2013 - June 30, 2014

Tel: 508-885-7500 ext. 180
Fax: 508-885-7519

PLANNING BOARD

ANR	\$150 per plan
Preliminary Plan	\$565 plus \$115 per lot
Definitive Plan	\$1,000 plus \$115 per lot
Definitive Subdivision Plan w/o Preliminary Plan	\$2,500 plus \$115 per lot
Special Permit for Signage (§6.5.5.B.)	\$100
All other Planning Board Special Permits	\$540*

*The Planning Board is the Special Permit Granting Authority for uses listed in Section 7.2.1.A. of the Zoning Bylaw. All other Special Permits are issued by the Zoning Board of Appeals

Site Plan Review

Type of Application	Set Fee	Additional Fee
Minor Site Plan	\$100	\$0
Major Site Plan, up to 100,000 square feet of land disturbance (2.3 acres)	\$500	\$0
Major Site Plan, over 100,000 square feet of land disturbance (2.3 acres) - Retail Business and Consumer Services	\$500	\$10 per parking space
Major Site Plan, over 100,000 square feet of land disturbance (2.3 acres) – any other use category	\$500	\$3.50 per 1,000 square feet of land disturbance
Site Plan Review required for construction or expansion of parking lot only	\$100	\$0

Stormwater Permit:

For Stormwater Permits for projects requiring other Planning Board permits, the fees applicable to those permits shall apply. For other Stormwater Permits, fees are as follows (section numbers refer to Stormwater Regulations):

- 1) The Conservation Commission may establish fees for Stormwater Permits under its jurisdiction.
- 2) Single-family homes, 2 family homes, and driveways not otherwise requiring Conservation Commission or Planning Board review (Section 5.B.1): **\$150** (Submitted to Department of Utilities & Facilities)
- 3) Other minor projects not otherwise requiring Conservation Commission or Planning Board review (Section 5.B.2): **\$100**

Notes:

1. The cost of any third party engineering review (i.e. peer review) shall be paid by the applicant; a deposit of \$2,000 shall be submitted with any application for major site plans. Said funds will be held in a special account through the ODIS. For projects where these costs are higher than \$2,000, the applicant shall replenish the account upon notice by the ODIS. All funds remaining in the account at the completion of the project shall be returned to the applicant.
2. Any resubmission of a site plan requires the full fee to be paid, except for applications for developments with greater than 100,000 square feet of land disturbance, where the fee shall be set by the Director of ODIS to reflect a realistic amount based on the review and inspection work expected and the amount of fees previously paid.